



**Montana Electronic Tax Reporting  
Program for Withholding Tax ACH  
Credit Payments**  
Registration and Authorization Form

**MONTANA**  
ETR  
Rev. 7-04

Transmitter name		
Employer name		
Employer address		
Account ID		FEIN
Transmitter Contact Information (person sending ACH transactions to us)		
Contact person	Phone number	Fax number
E-mail address	Signature	

- In order for your ACH payment to be properly credited to withholding tax, the account number field must be 13 characters. The Account ID consists of the Montana Tax Number, the Profile Number and the Account Type. There are no spaces or hyphens in this 13-character ID.
- The State of Montana's bank account number must begin with the letters DOR. If the letters DOR are not included in the account number, the payment will not be applied to your account.
- To make ACH payments for withholding tax, complete the information above and submit to the Department of Revenue by mail or fax to:

Montana Department of Revenue  
Electronic Tax Reporting Unit

Attention: Sandy Lehman  
P.O. Box 5805  
Helena, MT 59604-5805

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Phone (406) 444-4494  
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